

The Bloomfield Housing Authority
C/o 156 Bloomfield Avenue
Windsor, CT 06095
February 1, 2016

The Commissioners of the Housing Authority of the Town of Bloomfield met for a regular meeting on Monday, February 1, 2016, at Bloomfield Town Hall in Conference Room 2.

Present: Commissioner Berman, Commissioner Politis, Commissioner Colman, and Commissioner Schulman

Absent: Commissioner Fernandez

Excused: N/A

Managing Agent Present: Jermika Williams and Shelly McDougall

1. **Call to Order:** Commissioner Berman called the meeting to order at 7:02 p.m.
2. **Public Communications:**
 - a. All 6 tenants have snow blowers and have been instructed on how to use them.
 - b. Commissioner Berman also contacted Ace Hardware for lawn mowers. They quoted a price of \$399 each for 6 and they will be in by the end of March.
3. **Minute Approval:** November 2015 Regular and January 2016 Annual and Regular Meeting
 - a. Motion to approve November minutes by Commissioner Schulman. Seconded by Commissioner Politis. Unanimous vote. Motion to approve January minutes by Commissioner Colman. Seconded by Commissioner Schulman. Unanimous vote.
4. **Financial Reports:** December 2015
 - A. Check Register
 - B. Tenant Account Reports
 - C. Monthly Financial Statements
 - D. BHA Bank Accounts
 - a. Motion to roll the 3 month CD maturing 2/11/16 for another 3 months and the 9 month CD maturing on 2/12/16 to renew for 6 months by Commissioner Colman. Seconded by Commissioner Politis. Unanimous vote.
 - E. Check Signing
5. **Consultant's Report:** January 2016
 - Maintenance Issue: N/A
 - Financial Issues:
 - HA saved \$4,817 in insulation costs for 43 Marguerite due to the efforts of Windsor Housing Authority in getting residents involved in energy audits.
 - Residents' Issues:
 - 142 Tunxis Ave. tenants has moved in effective January 4, 2016. The back steps were repaired because the deck gave in.
 - The snow blowers have all been delivered to each tenant with the exception of 3 Dale Ave. Commissioner Berman has been by their house to inform them to contact the Windsor Housing Authority. Mrs. Colon left a message for Jermika Williams who has attempted to return her call.
 - There has also been repairs to sheds at 35 Brookdale Ave. and 3 Dale Ave.
 - Windsor Housing Authority will be going out to tour each unit with the interested bidders for the capital plan projects bid on February 5, 2016.
 - The shed for 49 Marguerite Ave. is completed. 14 Taft Ave. will be completed by December 6, 2015.

- 3 Dale Ave. has added her brother to her lease.
- 142 Tunxis Ave. has moved into 12 Taft Ave.
- Tenants moved into 142 Tunxis on January 4, 2016.

6. Old Business:

- a. Capital projects procurement project
 - i. The project scope has been finalized and is out for bid. The deadline has been extended to 2/29/16 due to low responses.
- b. 1190 Blue Hills Fire
 - i. Jermika Williams reported that due to the lapse of 2 properties, BHA is being penalized and subsidies are being garnished.
 - ii. Commissioner Politis consented to soliciting a realtor for the project.
- c. Administration Plan Consultant
 - i. Motion to use Nan McKay template by Commissioner Politis. Seconded by Commissioner Colman. Unanimous vote.
- d. Environmental clearance from HUD
 - i. The clearance is still being drafted to be sent to the town for the use of capital funds from HUD.

7. New Business:

- a. Snow blower liability statement
 - i. A snow blower/lawnmower use and liability statement is being drafted currently for all residents to sign.
- b. Expiring CD #4492.
 - i. Renewal term was established to renew for 3 months.
- c. Corrected Meeting date for July 4th
 - i. Meeting will be cancelled and the Board will meet if necessary.
- d. Replacement units for the two lost homes
 - i. Motion to move \$194,875.06 to Money Market Account by Commissioner Colman. Seconded by Commissioner Politis. Unanimous vote.

8. Other

9. Adjournment:

Commissioner Colman made a motion to adjourn the Bloomfield Housing Authority meeting at 7:34 p.m., seconded by Commissioner Politis and the meeting was adjourned.

Respectfully Submitted,

Vanessia Wilkins
Recording Secretary